



February 28, 2005

**MEMORANDUM**

**TO:** Committee on Government Oversight  
**FR:** Mollie Anderson, Director  
**RE:** **Department of Administrative Services Fleet Update**

I appreciate the opportunity to give you an update on the relocation of state vehicles to the upper levels of the parking structure at Grand and Pennsylvania Avenues, which took place earlier this month.

While we consider this to be a business decision that best meets the needs of our state agency customers, we recognize that all stakeholders (including the Iowa General Assembly and the public) are also concerned about the action.

To assure that the best interests of all stakeholders are considered, I have requested the General Services Enterprise to prepare a report reviewing the business case for the decision. The report will, at a minimum, address these questions:

1. What is the daily occupancy of the structure?
2. How much DAS-GSE staff time/money is saved because of closer proximity to vehicles?
3. How do stakeholders feel about this action; state agency customers, members of the General Assembly, and the public?

As we have discussed previously, this utilization of the parking structure space is a temporary action, subject to the findings of this report, your input, and changes in public parking needs, including the removal of Parking Lot 8 west of the Capitol building. We expect to remove state vehicles from the structure as Capitol Complex events warrant. We believe the completion of this report will further our discussions and provide a basis for a reasoned evaluation of our decision, as well as the long-term overall parking needs on the Capitol complex.

I will share a copy of this report with you by July 1, 2005, and would appreciate the opportunity to discuss this issue with you further at that time. In the meantime, please contact me if you have questions or comments about this issue.

c: Governor Thomas J. Vilsack  
Cynthia Eisenhauer  
Dusky Terry